



BRIEFING: DECEMBER 5, 2013, BOARD MEETING AGENDA ITEM #5

TO: Chairman Richard and Board Members

FROM: Scott Jarvis, Assistant Chief Program Manager

DATE: December 5, 2013

RE: Approval to Issue Request for Qualifications for Right of Way Engineering and Survey Support Services Contract(s)

Background

This item seeks the Board's approval for the issuance of a Request for Qualifications (RFQ) to procure Architectural and Engineering (A&E) contracts for Right of Way Engineering and Survey services pursuant to the Board's policy on issuance of RFQs. The Board previously approved the procurement of these services (see Resolutions HSR #11-20 and HSR #11-21); this item seeks to procure these services under a revised scope and contract amount. This RFQ also includes the Board's adopted 30 percent Small Business participation goal.

Delivery of the First Construction Segment (FCS) in the Central Valley will require acquisition of in excess of 1000 parcels of real property. To support the Authority's ability to acquire right of way, it is necessary to obtain the personnel and expertise of Right of Way Engineering and Survey Support consultants. To accomplish the necessary work, multiple contracts will be required.

Discussion

Staff now seeks Board approval to issue a RFQ aimed at procuring four or more contracts for Right of Way Engineering and Survey Support services. The total value of the services required is not-to-exceed \$16,000,000, and the contract term will be four years. These services will be required over the entire FCS, which is an expanded scope of services from the prior cancelled procurement (HSR 13-07).

The scope of the Right of Way Engineering and Survey Support Services to be procured includes:

- Administration and Project Management
- Progress reports including final reports
- Information and project tracking systems

- Technical services including boundary maps, monumentation maps, survey control maps, records of survey, lot line adjustments, subdivisions maps, legal descriptions, parcel maps, appraisal maps, certificates of compliance, and staking/markings of parcels.

A more extensive statement of the proposed scope of services is included in the draft RFQ provided to the Board. The actual services the consultants will provide will be based on Task Orders.

Procurement of the Right of Way Engineering and Survey Support services will be by qualification-based pursuant to Government Code section 4525, et seq. Statements of Qualifications (SOQs) submitted by Right of Way Engineering and Survey Support teams will be reviewed for responsiveness and to ensure that basic qualifications and requirements are met. The SOQs will then be technically evaluated by Authority and other public employees pursuant to established criteria based on:

- Past Performance and Local Experience;
- Team Organization and Key Personnel;
- Understanding of Project Elements and Requirements, and Local Market Conditions; and
- Small Business Participation.

This will be followed by oral discussions, final ranking of teams submitting SOQs, negotiation with the top ranked teams, and award of contracts by this Board.

Recommendation

It is recommended that the Board adopt a Resolution approving issuance of a Request for Qualifications to procure four or more contracts for Right of Way Engineering and Survey Support services not to exceed the total amount of \$16,000,000 over four years.

Attachments

- Draft Request for Qualifications
- Draft Resolution HSRA #13-33